Technical Offer Form

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| **Call for offers: 11/2022/ADA Outline of Climate Adaptation Strategy in Drina** |

|  |  |
| --- | --- |
| Name of Proposing Company / Organization / Expert: |  |
| Country of Registration: |  |
| Name of Contact Person for this Offer: |  |
| Address: |  |
| Phone / Fax: |  |
| Email: |  |

**Selection Criteria (pass / fail) and Qualification and experience (Required)**

* **Provide** information for enrolment in one of the official professional or trade register kept in Participant’s country of registration
* **Provide** the following information regarding experience in recent projects of comparable nature and degree of complexity relevant to those required for this Contract (minimum 3 projects over the last 10 years)
* **Provide** the **CV of Team Leader** demonstrating qualifications in related areas of expertise, as per sections 7 and 8 of the ToR. Please use the format below.

|  |  |  |  |
| --- | --- | --- | --- |
| Name: | |  | |
| Position for this Contract: | |  | |
| Nationality: | |  | |
| Contact information: | |  | |
| Countries of Work Experience: | |  | |
| Language Skills: | |  | |
| Educational and other Qualifications: | |  | |
| Summary of Experience: Highlight experience in the region and on similar projects. | | | |
| Relevant Experience (From most recent): | | | |
| Period: From – To | Name of activity/ Project/ funding organisation, if applicable: | Job Title and Activities undertaken/Description of actual role performed: | Referee contact details |
|  |  |  |  |
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* **Provide** the following information regarding (**minimum**) **1** assignment/project relevant to climate adaptation policies in a transboundary river basin context. Please use the format below.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Name of project | Client | | Contract Value | Period of activity | Types of activities undertaken | Status or Date Completed | References Contact Details (Name, Phone, Email |
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|  |  |  | |  |  |  |  |

Date: ....................................................................

Signature: …………………………………………….

To be completed and signed by the Team Leader.

**Qualification and experience (Desired)**

**Regarding Work experience (Desired)** – (Cumulatively in the case of more than one Experts)

* **Provide** the **CVs of additional Experts** to be engaged in the Assignment (if applicable), demonstrating qualifications in related areas of expertise. Please use the format below for each one of the proposed experts:

|  |  |  |  |
| --- | --- | --- | --- |
| Name: | |  | |
| Position for this Contract: | |  | |
| Nationality: | |  | |
| Contact information: | |  | |
| Countries of Work Experience: | |  | |
| Language Skills: | |  | |
| Educational and other Qualifications: | |  | |
| Summary of Experience: Highlight experience in the region and on similar projects. | | | |
| Relevant Experience (From most recent): | | | |
| Period: From – To | Name of activity/ Project/ funding organisation, if applicable: | Job Title and Activities undertaken/Description of actual role performed: | Referee contact details |
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* **Provide** the following information regarding (**minimum**) **3** assignments/projects directly relevant to integrated natural resources management in the Drina river basin OR 1 in each of the riparian countries (Montenegro, Bosnia and Herzegovina, Serbia)
* **Provide** information regarding (**minimum**) **3** assignments/projects relevant to the development or assessment of climate adaptation policies, plans or strategies Please use the format below.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Name of project | Client | | Contract Value | Period of activity | Types of activities undertaken | Status or Date Completed | References Contact Details (Name, Phone, Email |
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|  |  |  | |  |  |  |  |

Date: ....................................................................

Signature: …………………………………………….

To be completed and signed by the Experts/Company.

**Section 2:** **Approach and Methodology**

Approach to the Service/Work Required:

* **Provide** a detailed description of the methodology for how the Participant will achieve all objectives and tasks and deliver all outputs as described in the Terms of Reference of the assignment, keeping in mind the appropriateness to local conditions. Maximum 4 pages. You can use any format of your preference.

Risks / Mitigation Measures:

* **Provide** a description of the potential risks for the implementation of this assignment that may impact achievement and timely completion of expected results as well as their quality. Describe measures that will be put in place to mitigate these risks. Maximum 2 pages. You can use any format of your preference.